

An Informative Full-Day Seminar:

# MIOSHA Recordkeeping and Cost of Injuries

## 1 Who Should Attend . . .

This seminar is a must for anyone concerned about health and safety on the job including:

- ▶ Managers concerned about liability and workers' compensation costs.
- ▶ Employees who want to learn proper techniques for protecting their safety and health at work.
- ▶ Business owners who want to learn about compliance with Michigan Occupational Safety and Health Administration (MIOSHA).

## 2 MIOSHA Training Institute

MIOSHA Consultation Education and Training (CET) Division and Macomb Community College (MCC) have developed the MIOSHA Training Institute (MTI) through a formal alliance. The MTI introduced an Assessment-Based Certificate program, effective October 1, 2007. The certificate program offers participants an opportunity to be recognized for their educational efforts and increased technical expertise. Courses are offered throughout the state in sponsorship with other M-TEC<sup>SM</sup> facilities, community colleges, and safety and health organizations. To learn more about the certificate program, log-on to the CET Division website at [www.michigan.gov/mti](http://www.michigan.gov/mti).

## 3 What You'll Learn . . .

This MIOSHA program is designed to help employers ensure that their organization complies with MIOSHA recordkeeping requirements as contained in MIOSHA Administrative Rules Part 11, Recording and Reporting of Occupational Injuries and Illnesses. In addition to learning and understanding the "recordability" of work related injuries and illnesses, attendees will actively participate in a group exercise to complete the MIOSHA 300 log. Using this data, participants calculate injury and illness rates and learn how to compare these rates to other companies with their North American Industrial Classification System (NAICS).

### Agenda

*We offer a flexible  
program agenda  
to emphasize the  
health and safety  
topics you  
want most.*

- ▶ Overview of CET Services
- ▶ Administrative Rules, Part 11
- ▶ MIOSHA Log 300
- ▶ Review of Reporting and Recording of Occupational Injuries
- ▶ Questions and Answers

***This course has been approved for both residential builders pre-licensure and continuing safety training requirements.***

All meetings are accessible and barrier free. Please contact the cosponsor or the CET Division, at least 30 days in advance, to request necessary accommodations.

**New**

## ***MIOSHA Education Training Materials Going Electronic***

Effective October 1, 2015, MIOSHA Training Institute (MTI) classes changed the delivery format of its printed education materials to electronic format.

Before this workshop, registered attendees for this class will receive an e-mail with a link and instructions for accessing electronic presentation slides. The handout can be printed in advance or downloaded onto a laptop, tablet or smartphone to view during the seminar or workshop. A flash drive will be provided at the class which will include additional handouts and reference materials.

**Important:** When registering for this class, please provide your complete email address.

***Remember to download your course handout ahead of time!***

### ***Frequently Asked Questions***

**Q: How will I receive my materials?**

**A:** First, you will receive an e-mail from this cosponsor, which will include instructions and a link to our website. Download the handout to your computer or other device before traveling to the class. Additional materials will be provided to you in class on a flash drive.

**Q: Which e-mail address will materials be sent to?**

**A:** Your link will be sent to your e-mail address. Make sure that you provide us with your valid e-mail address (where you want the handout link to be sent).

**Q: Will I be able to print my materials at the seminar or workshop?**

**A:** Print or download the presentation slides before you arrive for the class. No printing services will be available.

**Q: What electronic format will the handouts be in?**

**A:** All materials will be available as PDF documents.

**Q: Will I be able to charge my device at the seminar or workshop?**

**A:** We recommend that your device is fully charged before you arrive. Charging stations may not be available in the classroom.

**Q: What happens if I do not receive an email?**

**A:** In the unlikely event that you do not receive the link via email, please call the Contact Number listed on the next page for assistance.



# Facilitator

Deborah Gorkisch is a Senior Occupational Safety Consultant who joined the Consultation Education and Training Division of MIOSHA in 2006. Before that, she had over a decade of safety and health experience in private industry. Deborah currently provides consultation and training services for mid-west Michigan.

Before working for the State of Michigan, Deborah was an EHS Specialist in a private manufacturing facility performing safety and health functions in two Michigan Voluntary Protection Program (MVPP) STAR sites. This included, but was not limited to, injury management and record keeping, program development and implementation, regulatory and best practice training, chemical management program, industrial hygiene coordination, hazard recognition program, and safety team development and facilitation. Deborah is a graduate of Grand Valley State University with a Bachelor of Science degree in Occupational Safety & Health.

Presenters: Deborah Gorkisch, Senior Occupational Safety Consultant;  
and David Humenick, Senior Industrial Hygienist; MIOSHA,  
CET Division



**Deborah Gorkisch**  
*Senior Occupational Safety Consultant*  
MIOSHA, CET Division

## Program Details

DATE: January 7, 2016

LOCATION: The Employers' Association  
5570 Executive Parkway SE  
Grand Rapids, Michigan 49512

COST: \$120 per person.  
Includes warm lunch and course materials.

Certification/Maintenance Points Available

TIME: Check-in - 8:30 a.m.  
Program - 9:00 a.m. to 4:00 p.m.

DEADLINE: Register by December 23, 2015  
Please register early!

CONTACT: Linda Hoffman - 616-698-1167  
or [training@teagr.org](mailto:training@teagr.org)

**COSPONSOR: The Employers' Association**

## How to Register

### **To Register & Pay By Credit Card**

► **Web:** [www.teagr.org](http://www.teagr.org)  
Select: Training Click: Register for Class

### **To Register & Pay by Check or Money Order**

► **Mail to:** The Employers' Association  
Attn: Linda Hoffman  
5570 Executive Parkway SE  
Grand Rapids, MI 49512

**Sign Up Today to Guarantee Your Seat!**

### **Complete Separate Registration Form For Each Attendee**

Name: \_\_\_\_\_  
Company Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Email: \_\_\_\_\_ (Needed for Registration)

**Please Enclose Check or Money Order  
Made Payable to: The Employers' Association**

The meeting site and parking is accessible. Individuals attending the meeting are requested to refrain from using heavily scented personal care products, in order to enhance accessibility for everyone. People with disabilities requiring additional services (such as materials in alternative format) in order to participate in the meeting should call 517-284-7720 at least 30 days before the program. The Department of Licensing and Regulatory Affairs is an equal opportunity employer/program.

[www.michigan.gov/lara](http://www.michigan.gov/lara)